E-PORT FOLIO

MINI GUIDE

FOR THE STUDENT

FOR THE TEACHER

WHAT IS AN E-PORTFOLIO?

E-portfolio is your personal, digital gallery of achievements.

This is a place where you can show your successes, projects, certificates and other important things you have achieved during your studies.

Unlike a traditional CV, an e-portfolio allows you to interactively present what you know and how you are developing.

E-portfolio is a modern, digital tool that allows students to document and present their educational journey.

It provides a dynamic gallery of achievements that differs from a traditional CV.

E-portfolio allows for a systematic and interactive presentation of a student's progress in learning and acquired skills.

Thanks to this platform, students can constantly update their documents by adding new certificates, diplomas, projects or multimedia that enrich their profile.

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HOW TO WORK WITH E-PORTFOLIO?

- **Collect and add your achievements:** You can put everything that shows what you have learned in an e-portfolio. Add certificates, diplomas, written works, projects, and photos and videos that show your skills.
- **Tell your story:** An e-portfolio is more than just a collection of documents. It's a way to tell your story – how you're learning, what your goals are, and how you're achieving them. Think about how you want others to see your growth.
- **Update regularly:** Remember to add new things to your e-portfolio often. This way, it will always show what you can do now and what you are working on.
- **Ask for feedback:** Ask teachers, classmates, or mentors to look at your e-portfolio and tell you what they think. Their feedback can help you improve your work and make an even better impression.

- **Content planning:** Help students understand what elements should be included in an e-portfolio. Examples include certificates, diplomas, projects, presentations, and multimedia such as videos or photos. These elements should reflect their progress in learning and the competencies they are developing.
- **Creating a narrative:** Encourage students to treat their e-portfolios not just as a collection of documents, but as a tool to tell their learning story. Help them create a narrative that shows their growth, their goals, and how they are working toward them.
- **Regular Updates:** Emphasize the importance of regularly updating e-portfolios. Students should frequently add new materials, update their achievements, and reflect. Regularly updating content helps keep the documentation in a state that reflects the current state of their skills and knowledge.
- **Collect feedback:** Encourage students to collect feedback from teachers, peers, or mentors on the content of their e-portfolio. Feedback can help improve and supplement the content, making the e-portfolio more complete

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WHY IS IT WORTH USING AN E-PORTFOLIO?

- **Show your progress:** An e-portfolio allows you to show how you are developing. You can see what you have achieved over time and be proud of how you are changing and growing.
- **Future-proofing:** Your e-portfolio can be very useful when you're looking for a job, internship, or college. It's a modern way to show employers and recruiters what you can really do.
- **Grow with the tool:** Your e-portfolio grows with you. The more you learn, the more you can add to it. This way you can better understand your goals and see how far you have come.

- **Documenting growth:** E-portfolios allow students to document their educational and personal progress over time. They are not just a collection of documents, but a tool that shows how students are developing and acquiring new skills.
- **Presentation of competencies:** E-portfolio allows students to present their competencies in an attractive way, which can be especially valuable when applying for internships, jobs, or when recruiting for studies. It is an interactive CV that shows potential employers the real skills of students.
- **Evolution of the tool:** E-portfolio evolves with the student, providing a permanent record of their achievements and development. This allows students to systematically track their progress and better understand their own educational path.

The aim of the project is to develop a comprehensive, systemic model of preparation for professional activity of people with deeper intellectual disabilities.

Preparation of professional laboratories with training programs and methodology.

Development of a coherent and systemic strategy for supporting the employment of people with intellectual disabilities on the labor market in cooperation with the District Labor Office in Sosnowiec.

Working out a path of professional development and a strategy of inclusion in the open and / or protected labor market, taking into account the educational, legal, organizational housing for schools, people with disabilities, public institutions and entrepreneurs that can potentially employ people with disabilities.